

BOARD OF COMMISSINERS MEETING
April 17, 2013
MINUTES

Board of Commissioners for Rockville Housing Enterprises met in Regular Session on
April 17, 2013 at 621 A Southlawn Lane, Rockville, MD 20850

PRESENT

Chair Edward Duffy
Vice Chair Virginia Onley
Commissioner Henry Battle
Commissioner Steve Marr
Commissioner Maung Tin Hlaing

IN ATTENDANCE

Ms. Ruth O'Sullivan, Executive Director
Ms. Stacy Brooks, Director of Housing Programs
Ms. Susan Swift, COR Director of Community Planning & Development Services
Ms. Mary Jones, Clerk

GUEST

Mr. David Levy, COR Chief of Long Range Planning

6:30 pm

Chair Edward Duffy called the Regular Session Meeting of Rockville Housing Enterprises to order.

1. CONSENT ITEMS:

Chair Duffy asked for additions or correction to the minutes for the Regular Meeting held March 20, 2013. Commissioner Henry Battle offered a motion to accept the minutes for March 20, 2013 as written. Commissioner Tin Hlaing offered a second. All voted aye.

2. CITIZENS FORUM:

- There were no citizens asking to address the Board.

3. INFORMATION EXCHANGE:

Executive Directors Report

- Along with Chair Edward Duffy the RHE Director met with the Human Rights Commission to provide a briefing to them on Fireside Park.
- Participated in the monthly Fireside Park meeting with the County and City representatives to review progress.
- Attended Housing Choice Voucher Program Financial Management training.

- HCV PIC submission rate for February was 115.87%.
- HCV Utilization for February was 91.36% with funding utilization at 85.16%.
- There is currently 1 vacancy in the SRO program.
- There are 21 HCV residents enrolled in the Family Self-Sufficiency Program.
- The Project Based Voucher HAP Contract was signed with MHP Towne Centre and is effective for a Ten year term
- A response to HUD was filed regarding a fair housing complaint filed by an applicant for the HCV Homeownership program. A response was filed in March for the same applicant to the State.
- Public Housing PIC submission rate was 100%.
- Occupancy rate for PH was 100% at the end of March.
- 15 Public Housing Families are enrolled in the FSS Program.
- The RELP audit and tax return have been forwarded to HOC and the tax credit investor.
- Fireside Park property was 96% occupied at the end of March.
- A kick-off meeting with Cornerstone Asset and Construction Managers will be conducted on April 12, 2013.
- Obtaining a tax-exempt status from the IRS for RHE Fireside Park will simplify tax filing in the future.

City of Rockville Report

Ms. Susan Swift reported on the CDBG grant cuts from the State. Ms. Swift told the Board that Ms. Linda Moran and Mayor Marcuccio went to Capitol Hill in Washington to ask that no more cuts be made to the programs and to Lobby for Affordable Housing.

Ms Swift turned over the floor to Mr. David Levy for a presentation on the 355 Corridor Plan. Mr. Levy reviewed materials for the Plan and asked for suggestions.

3. ACTION & DISCUSSION ITEMS:

A resolution was presented to the Board for changes to be made to the Articles of Incorporation of RHE Fireside Park, Inc. as suggested by Mr. Kenneth B. Tecler, Esq. Vice Chair Virginia Onley offered the motion for the resolution. Commissioner Henry Battle offered a second. All voted Yea.

A motion for a resolution to accept and approve the Survey and Comparative Analysis for salaries from PHADA was offered by Commissioner Steven Marr and supported by Commissioner Henry Battle. All voted Yea.

A motion for a resolution to accept the audit for the RELP program was offered by Commissioner Steve Marr and supported by Commissioner Henry Battle. All voted Yea.

A motion was present to the Board to write off tenant accounts receivable in the amount of Thirty Thousand Three Hundred Seventy-Nine Dollars and Ten Cents (\$30,379.10) for the RELP One, LLC accounts by Steve Marr and supported by Commissioner Henry Battle.

A motion for a resolution to write off the tenant accounts receivable for Rockville Housing Enterprises in the amount of Seven Thousand Twenty-three Dollars and Eighty-Three Cents (\$7,023.83) was offered by Commissioner Steve Marr and supported by Commissioner Henry Battle.

A motion for a resolution to accept the audit for Rockville Housing Enterprises was offered by Commissioner Steve Marr and supported by Commissioner Henry Battle. All voted Yea.

4. Adjourn:

There being no further business to come before the Rockville Housing Enterprises Board in Regular Session, Chair Duffy adjourned the meeting to Executive Session for a personnel matter.